**Permanent Sub 00 and Sub 06 Budget Tasks**

- Transfer permanent budgets and FTEs to departments for ladder faculty appointments
- Request upgrades from APB for ladder faculty appointments
  - For Associate and full Professors, APB provides the difference between the SOM base provision rate of $62,300 and the rank and step of the approved appointment.
  - For Assistant Professors, APB provides the difference between the SOM base provision rate of $62,300 and the approved rate at Assistant Professor, Step I, II, and III. For appointments at Step IV, the School of Medicine provides the difference between the current Step III base rate and the Step IV base rate.
- Close open provisions for new ladder faculty appointments
- Withdraw permanent budgets and FTEs from departments for ladder faculty separations
- Communicate downgrades (turnover savings) to be withdrawn by APB for faculty separations
  - For Associate and full Professors, APB withdraws the difference between the SOM base provision rate of $62,300 and the rank and step of the appointment at the time of separation.
  - For Assistant Professors, APB withdraws only the amount they provided at the time of appointment.
- Open provisions for ladder faculty separations
- Request permanent upgrades from APB for academic actions such as merit increase and promotion
- Provide APB with permanent budget allocation amounts for annual range adjustment
- Balance permanent sub 00 staffing list in December and June of each fiscal year

**Temporary Sub 00 and Sub 06 Budget Tasks**

- Transfer temporary funds to meet annual Academic Savings Target located in School of Medicine’s unallocated 80XXXX account
- Provide departments with recruitment reimbursement for ladder faculty appointments
- Monitor funds transferred into departmental sub 00 and 06 accounts from external entities for various faculty salary and stipend commitments
- Provide temporary funds for all Dean’s commitments when general funds may be used (e.g., for salary, benefits, Faculty Recruitment Allowances, etc.)
- Distribute quarterly stipends for Institutional Review Board (IRB) service to departments
- Distribute annual stipends for Council on Academic Personnel (CAP) service to departments
- Determine salary saving amounts to be withdrawn from departments and Semel Institute for fund exchange
- Determine amounts of IRB and CAP funding to be held for fund exchange
- Determine amount of funding in reallocation (open and group provisions) available for fund exchange
- Determine total amounts in sub 00 and sub 06 to be fund exchanged with Departments of Anesthesiology and Medicine in order to by close of fiscal year

**DGSOM Policy on use of General Funds for salary support for non-Ladder Rank faculty**

General Funds may be used to fund greater than 50% of the base salary of non-Ladder Rank faculty up to a limit of six years, or 72 months. General Funds support beyond the six year limit will be held a 50% or less.